



City Hall Safety Committee Meeting

October 7, 2010

MINUTES

Meeting called to order at 1:20 PM.

Present: Kate Clausing, Susan Nett, Pam Captain, Todd Drew, Tasha Saecker, Adam Alix, Tom Stoffel, Kristi Heim.

Excused:

A. Motion to approve the minutes from September 2, 2010 meeting made by S. Nett and seconded by P. Captain Motion carried.

B. Old Business

1. Back door at Library – Issue resolved, door bell installed.

C. New Business

1. Monthly Safety Topic distributed – “Learn the ABCs of extinguishers and you won’t get burned”
2. Injury Review—none to report.
3. Health Department Walk Thru – Safety walk thru conducted during the meeting. Report will be provided at the November meeting.
4. Other items for discussion – No other items raised.

D. Training

1. Fire Extinguisher Training – Fire extinguisher training to be conducted at Station 35 at 9:00am and 1:15pm. 2 employees from each area to attend / 15 total per session.
2. Ergonomics training – T. Drew will try to schedule training for the week of January 17th or the first week in February. Training is intended to focus on normal City Hall, Library, Health Department lifting including reaching and taking things off higher shelves.
3. Additional training suggestions – Bloodborne Pathogen training dates to be discussed in November.

E. Meeting adjourned at 2:10 PM Motion to adjourn T. Stoffel second P. Captain.